



**City of Keller**  
**Parks & Recreation Board**  
**Meeting Minutes**

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
www.cityofkeller.com

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**Thursday, August 12, 2021**

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**PRE-MEETING BRIEFING 6:00 P.M.**

**A. CALL TO ORDER - Chairperson Erin Pfarner**

Chairperson Erin Pfarner called the Work Session to order at 6:00 p.m.

Board Members Present:

Erin Pfarner, Chairperson

Felix Mira, Vice-Chairperson

Nicholas Anderson

Jay Blakey

Adam Dougherty

Jenilee Harwell

Thomas Hixson

Judy Sether

Bryan Weaver

Staff Members present: Director of Community Services Cody Maberry, Recreation Manager Kyle Cooper, Keller Senior Activities Center Supervisor Crystal Lopez.

Guest: Mark Murphy of Bear Creek Running Co.

**B. WORK SESSION**

1. [Discuss running trails with Bear Creek Running Co.](#)

Board Member Nicholas Anderson approached Bear Creek Running Co. owner Mark Murphy regarding the needs and wants of the running community in Keller and surrounding areas. After touring the northeast park with the other board members and staff in June, Nicholas thought there might be some opportunities there for trail development for the running community. Mr. Murphy toured the area with board member Anderson and they agreed it could be used for running trails and dirt bike trails. The KISD cross country teams need a place to train that isn't concrete or asphalt and this could be an ideal place for some crushed granite trails for training purposes and to host cross country meets. The residents in this area have expressed their concern for this area to stay as natural as possible and this proposed idea would meet those concerns. Mr. Murphy would also like to add crushed granite trails in Bear Creek Park. The trail would go around the practice field area of Bear Creek Park and could be used by the running community as well as the cross country runners for training. The addition of crushed granite trails in northeast park

and at Bear Creek Park will be brought up in the Keller Sports Park Task Force meetings for discussion to determine if this could be an addition to the development of the sports park.

2. [Receive Update on Park Construction Projects](#)

Cody Maberry gave an update on current construction projects. Work continues on the Senior Activities Center project. All parking lots have been poured and work on electrical, mechanical and plumbing is complete. Although the project is a few weeks behind schedule a January opening is still anticipated. The dredging of the pond in Bear Creek Park is almost complete, with only 1 bag left to fill, this project should be finished in the next two weeks. Work has begun on the Keller Sports Park and Bear Creek Park parking lot improvements project beginning with the lot at the baseball fields in the sports park. Once the work at the sports park is complete work will begin at the parking lots in Bear Creek Park. The new playground at Bursey Ranch park was installed a few months ago with extra funding left to spend. The HOA was contacted for a list of items they would like to see improved and as a result the funds were spent for two new soccer goals, a new basketball backboard and a new painted surface for the basketball court. The Overton Ridge Park project was approved by Council with the recommendation to take the available funding from the park development fee fund and complete all the add-on items for the park design. Contracts are being signed and a pre-construction meeting is being scheduled for late August with construction beginning after Labor Day. The first Task Force meeting for the improvements at the Keller Sports Park was held on August 11th and the Mayor would like plans for a recommendation to go back to the Park Board by December to be able to present a recommendation to the Keller Development Corporation and the City Council.

3. [Receive Update from Park Board Members](#)

Felix Mira led a discussion regarding the placement of a plaque for Gary Davis. The original suggestion was to place the plaque in Overton Ridge Park once the improvements to the park have been completed. An alternate location being suggested is to place the plaque at the new Keller Senior Activities Center for better visibility and as a tribute to Gary for his time and dedication to the design of that project. The board members were asked which location they thought would be most appropriate and agreed to place the plaque at the new Senior Activities Center. Jay Blakey invited all board members and staff to join Parkrun on Saturday mornings at 8:00 a.m. to run, walk, or volunteer. Numbers of attendance are still in the teens but as to date there have been 31 Parkrun events in Keller with around 300 participating. Runners are coming from all over with some international runners coming from Moscow and South Africa to participate in Keller's Parkrun events.

## C. ADJOURN

**Motion by Sether, seconded by Harwell to adjourn the Work Session.**

**Motion passed, all present voting aye.**

**Chairperson Erin Pfarner adjourned the Work Session at 7:09 p.m.**

## REGULAR MEETING 7:00 P.M.

### A. CALL TO ORDER – Chairperson Erin Pfarner

Chairperson Erin Pfarner called the Regular Meeting to order at 7:12 p.m.

### B. PERSONS TO BE HEARD

This is a time for the public to address the Board/Commission on any subject. However, the Texas Open Meetings Act prohibits the Board/Commission from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to City Staff for research and possible future action.

No public comments were made.

### C. MINUTES

1. [Approval of Regular Meeting Minutes of July 8, 2021](#)

**Motion by Mira, seconded by Hixson to approve the minutes as presented.**

**Motion passed, all present voting aye.**

### D. ADMINISTRATIVE COMMENTS

Chairperson Erin Pfarner and Vice Chairperson Felix Mira along with Director of Community Services Cody Maberry recognized and thanked Board Members Jay Blakey, Nicholas Anderson, Adam Dougherty and Thomas Hixson for their service on the Parks and Recreation Board. These board members had not been able to attend the City Council meeting where all boards and commissions members were recognized for their service.

1. [Staff Announcements](#)

Recreation Manager Kyle Cooper gave an update on programs and special events. A "Back to School Bash" is planned for Friday, August 20 with a meet and greet with olympian skeet shooter and Keller High School graduate Austen Smith and music by Michael Lee, the event is from 7 pm to 10 pm with music starting at 8:00 pm. Plans are being made for "Keller Remembers" a 9/11 tribute and memorial service on Saturday, September 11 at 8:00 a.m. The Keller High School marching band will be present along with speakers from the community. Events coming in the fall include Yappy Hour every Friday evening in September, Night Hikes, Family Fit Night, Date Night in the Park is on October 2nd in Bear Creek Park, Haunted Camp-Out is Saturday, October 16th at Keller Town Hall with a movie in the woods, I Heart BBQ is on Saturday, November 6th at Bear Creek Park followed by Holly Days at Keller Town Hall on Friday, December 3rd with a laser show, Santa Claus and tree lighting.

2. [Keller Senior Activities Center Update](#)

Keller Senior Activities Center Supervisor Crystal Lopez gave an update on the programs and services being offered at the center. She gave a recap on how the center handled programs during the months of isolation due to Covid, they offered virtual programs and curbside services for food and donations. Starting in March they phased in members coming back in the building by appointment only and were holding fitness classes outside. As of now they are open for most all programs and activities but some virtual classes are still offered for those members that are still not comfortable coming in the building. The lunch program is back with open seating available and they still offer to-go options as well, they are seeing an average of 70 - 95 participants on lunch days. Parking lot bingo was offered four times at the Keller Sports Park parking lot and was attended by about 60 participants. Bingo is now being offered in the building every other week and virtual bingo is offered once a month. Staff reaches out to members by phone for birthday wishes and to do well checks to keep in touch with those members that haven't been back to the center due to Covid. Trips will start up again in the fall with a day trip to Winstar, and the Branson trip in November already has a wait list. Special events at the center are beginning with Krazy Karaoke on September 14th.

## E. NEW BUSINESS

1. [Discuss Budgeting for Parks and Recreation](#)

Director of Community Services Cody Maberry discussed the City's budgeting process with the board. The process begins in March, the City Manager reviews the budget in late May followed by the KDC review in June. The proposed budget is published in early August with a Council Budget Workshop in late August. The budget and tax rate adoption is in late September and the new fiscal year begins on October 1 each year. Cody also reviewed and discussed Parks and Recreation Funding, Park Project Funding, the Park Development Fee and the Keller Development Corporation Capital Projects for the next five fiscal years. The Parks and Recreation budget makes up about 10 1/2 to 11 percent of the overall budget for the City.

2. [Discuss Splash Pad](#)

Director of Community Services started the discussion of adding a splash pad in the city. Several council members have expressed interest in adding a splash pad in a city park or an alternate location. The community has asked for a splash pad that would be free of charge and could be accessed by everyone. There is a splash pad at The Keller Pointe that can be used by members only or used by purchasing a day pass for entry. Board and staff decided to hold a joint work session in September to discuss the cost, location and amenities of a splash pad. Staff will collect information on splash pads in surrounding cities to bring to the work session for discussion.

**F. ADJOURN**

**Motion by Mira, seconded by Blakey to adjourn the Regular Meeting.  
Motion passed, all present voting aye.**

**Chairperson Erin Pfarner adjourned the Regular Meeting at 8:14 p.m.**

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Chairperson

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Staff Liaison

DRAFT